

**DELAWARE DEPARTMENT OF JUSTICE  
JOB OPENING**

**Opening Date: October 23, 2018**

**Closing Date: November 7, 2018**

**DEPUTY ATTORNEY GENERAL  
Civil Division, Administrative Law & Education Unit  
Kent County**

**Description of Duties:**

The Delaware Department of Justice, Civil Division, Administrative Law & Education Unit, in Kent County, seeks a Deputy Attorney General to represent the Delaware State Police in the Kent County office. Specifically this Deputy Attorney General provides general counsel representation to the entire Division of State Police. This position also represents each of the DSP's licensing boards (Constables, Scrap Metal Dealers, Security Guards, Alarm Companies) as well as the Police Academy and the Council on Police Training. This position is required to provide annual training for the agency as well as police academy classes and will handle some litigation.

The Deputy must have experience researching and providing written advice on legal issues. The Deputy will be called upon to review contracts, advise on collective bargaining matters, advise on employment issues including the ADA and FMLA, evaluate liability and damages, prepare pleadings and orders, draft regulations and legislation, attend board meetings, and advise on FOIA and LEOBOR. The Deputy will handle additional assignments as directed by the State Solicitor, Deputy State Solicitor or Unit Head.

The selected candidate must have excellent research and writing skills, demonstrate sound judgment and be comfortable representing a large, complex agency. The selected candidate must be admitted to the Delaware Bar.

**Internal Delaware Department of Justice Applicants: Please submit an updated resume or summary of work experience to the Director of Human Resources.**

**External Applicants: In order to be considered for this position, external applicants must submit resume and the Delaware Department of Justice Application (please see link): <http://attorneygeneral.delaware.gov/executive/hr/job-application/>**

**OR external applicants can mail resume and the Delaware Department of Justice Application to: Delaware Department of Justice, Human Resources, 820 N. French Street, 6<sup>th</sup> Floor, Wilmington, DE 19801, OR E-mail to: DOJHR@state.de.us OR Fax to: 302-577-5866. EOE.**